

MARICOPA COUNTY BOARD OF HEALTH MEETING MINUTES

Finance Committee

Monday, January 23, 2017

301 W. Jefferson Street, 10th Floor

Phoenix, Arizona 85003

Board of Supervisors Conference Room

Meeting was called to order at 2:30 p.m.

ROLL CALL:

Members Present:

Don Cassano
Nedra Halley
Kip Steill
Francisca Montoya
Bob MacMillan

Members Absent:

Don Hughes

ACTION ITEMS:

1. Approval of BOH Finance Committee Minutes August 17, 2015:

President Steill asked for a motion to approve the minutes from the BOH Finance Committee Meeting held on October 24, 2016. Motion was made by Mr. Don Cassano to approve the BOH minutes as presented. Motion was seconded by Ms. Nedra Halley and the motion passed unanimously.

DISCUSSION ITEMS:

1. Environmental Health Finance Report

Mr. Gus Martinez

Agency 880 (County General Fund) is reporting revenues 36% over the year to date budget and expenditures 28% under the year to date budget through December FY17. Environmental Services collects enforcement revenues from non-permitted activities and agency 880 revenue is \$4097 over budget. Expenditures is reporting under budget and is primarily attributed to a positive variance in personnel allocation, general supplies variance and capital equipment variance totaling \$757,259. Agency 881 (County Grant Fund) is reporting revenues 43% under the year to date budget and expenditures 53% under the year to date budget. The department has submitted a reimbursement of \$11,423.28 for the 2nd Qtr. FY 17 expenses. The disbursement will not show until 3rd Qtr. FY17. Agency 883 is reporting revenues 9% over the year to date budget and expenditures 13% under the year to date budget. Agency 883 is funded by permit, fee and fine revenue and finished the 2nd Qtr. FY17 \$850,853 over year to date budget. This primarily attributed to higher than average permit and plan submittals in pool, food permitting and environmental plan review. Expenditures are \$1,321,019 under year to date budget due to a variance in Supplies & Services and Capital Expenditures. The charges affecting both variances will hit the department in 3rd and 4th Qtr. FY17.

Ms. Francisca Montoya asked if Mr. Gus Martinez anticipated any grant funding changes in the coming months. Mr. Martinez responded that the grant that comprises the County Grant Fund (Agency 881) has been approved to year 2020 and he does not anticipate any grant funding of Environmental Services to change within that timeframe.

2. Public Health Finance Report

Mr. Scot Pitcairn

Through the end of December, Public Health has spent 48.1% of the General Fund allocation. Spending year to date is below budget year to date by \$478,288. Of this amount, only \$95,573 is from vacancy savings, with most of the rest of the positive variance in indirect allocations, medical supplies and a lag in Office of Enterprise Technology's chargebacks. OMB reduced Public Health's General Fund budget by increasing the vacancy savings by over \$512K. There will be an upturn in General Fund spending in Epidemiology for the Zika virus. Public Health should be receiving 1.2 million in federal grant funding to assist with this work; the timing of the funding has not yet been determined. Additional funds will also be spent to care for several multi-drug resistant cases. At the end of the 2nd Qtr., 47.7% of the Grant Fund budget has been expended. Of the net positive expenditure variance of \$1.04 million year-to-date, nearly all of it is in personnel. The largest variance in Supplies and Services comes from the Other Services object line and is due to variance in the WIC grant. Grant revenues are lagging, primarily due to the WIC grant and staff turnover. The program is now caught up on monthly billings to the grantor. From the Special Revenue Fund we have spent 49.0% of our expenditure budget as of the end of the 2nd Qtr. Fee revenues are barely below budget year to date.

Mr. Bob MacMillan asked if Public Health used a cash basis for accounting. Mr. Scot Pitcairn replied the generally most governments use cash basis or modified accrual accounting.

Adjournment

There being no further business, motion was made by Mr. Don Cassano to adjourn the meeting. The motion was seconded by Ms. Nedra Halley and the motion passed unanimously. President Steill adjourned the Finance meeting at 2:49 p.m.